

OFFICE OF FINANCIAL AND INSURANCE SERVICES JOB VACANCY NOTICE

CLASS/LEVEL: Law Student Assistants (2 positions)

DIVISION/SECTION: Office of General Counsel

DEADLINE TO RESPOND: 1/30/07

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INTERESTED APPLICANTS SHOULD SUBMIT A COPY OF COLLEGE TRANSCRIPTS (INTERNET BASED TRANSCRIPTS WILL NOT BE ACCEPTED), RESUME, DLEG APPLICATION, LEGAL WRITING SAMPLE AND COVER LETTER TO DLEG, OFFICE OF FINANCIAL AND INSURANCE SERVICES, HUMAN RESOURCES/BUDGET DIVISION/OFIS 07-03, P.O. BOX 30220, LANSING, MICHIGAN 48909 OR FAX TO (517) 335-1450 BY THE DEADLINE DATE.

|                         |                                                                                                                                                           |                                                                                                                               |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| COUNTY/LOCATION         | Ingham/Lansing                                                                                                                                            |                                                                                                                               |
| PAY RANGE               | \$13.65-\$19.15                                                                                                                                           |                                                                                                                               |
| DESCRIPTION OF POSITION | Assist the Office of General Counsel attorneys in researching and drafting enforcement documents and researching and drafting rules and policy positions. |                                                                                                                               |
| EDUCATION               | Possession of a bachelor's degree with two semesters or terms of law school completed.                                                                    |                                                                                                                               |
| EXPERIENCE              | No specific amount or type required.                                                                                                                      |                                                                                                                               |
| SPECIAL REQUIREMENTS    |                                                                                                                                                           |                                                                                                                               |
| RESPOND TO              | Posting No.:                                                                                                                                              | OFIS 07-03                                                                                                                    |
|                         | Address:                                                                                                                                                  | DLEG, Office of Financial & Insurance Services, Human Resources/Budget Division/OFIS07-03, P. O. Box 30220, Lansing, MI 48909 |
|                         | E-Mail Address:                                                                                                                                           |                                                                                                                               |
|                         | Fax:                                                                                                                                                      | (517) 335-1450                                                                                                                |

The State of Michigan is an Equal Opportunity Employer  
Civil Service Rule 1-7 states: All persons offered employment in the classified service are required to submit to and pass a pre-employment drug test as a condition of employment

**This is an announcement of a position vacancy and does not constitute an offer of employment.**